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OFFICE OF SECURITY  
PHYSICAL SECURITY DIVISION ACTIVITIES  
DECEMBER 1962

I

Headquarters security violations reported, investigated and charged	<u>52</u>
Overseas security violations reported and charged	<u>17</u>
TOTAL	<u>69</u>
Alleged violations investigated and cleared (Hqs. 30; Overseas 2)	<u>32</u>
Foreign physical security surveys completed	<u>0</u>
Domestic physical security surveys completed	<u>8</u>
Physical security guidance and support actions rendered at Headquarters for:	
	
Special foreign TDY physical security assignments (Man-days)	<u>0</u>
Special domestic TDY physical security assignments (Man-days)	<u>0</u>
Special security investigations completed	<u>1</u>
Special USIB investigations (Man-Hours)	<u>0</u>

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## PHYSICAL SECURITY DIVISION ACTIVITIES - DECEMBER 1962

### II

NSO Night Security Inspections (offices)	<u>1,191</u>
Other Security Matters Handled After Hours by NSO's	<u>4,612</u>
Safe Combinations Changed	<u>328</u>
Safes Repaired	<u>279</u>
CIA Identification Processes Performed	<u>97</u>
Regular, Limited, Special and Maintenance Employees (GSA) Badges Issued	<u>1,170</u>
Visitor Passes Issued	<u>6,587</u>
General	
Processed by Receptionists	2,965
Processed by Guards	<u>1,644</u>
TOTAL	4,609
Foreign Nationals	29
Applicants	253
Forgotten Badges	874
Deliveries	822
Armed Escort of Classified Material (Domestic Trips) (Man-Hours - 130)	<u>54</u>

### III

Safety inspections and investigations	<u>35</u>
Safety briefings, meetings and conferences	<u>80</u>

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TO	NAME AND ADDRESS		DATE	INITIALS
1	DD(PPS)			
2				
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	ACTION		DIRECT REPLY	PREPARE REPLY
	APPROVAL		DISPATCH	RECOMMENDATION
	COMMENT		FILE	RETURN
	CONCURRENCE		INFORMATION	SIGNATURE

DATE  
1/7/63

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